

Senate Resolution 8 - Introduced

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S.R. _____ H.R. _____

1 1 SENATE RESOLUTION _____
1 2 BY COMMITTEE ON RULES AND ADMINISTRATION
1 3 A Senate Resolution relating to permanent rules of the
1 4 senate for the ~~eighty-second~~ eighty-third general assembly.
1 5 BE IT RESOLVED BY THE SENATE, That the permanent
1 6 rules of the senate for the ~~eighty-second~~ eighty-third
1 7 general assembly be as follows:
1 8 RULES OF THE SENATE
1 9 Rule 1
1 10 Quorum
1 11 A constitutional majority shall constitute a quorum
1 12 of the senate. Any senator may insist a quorum be
1 13 present.
1 14 Rule 2
1 15 Adoption and Amendment of Rules
1 16 Whenever the senate is operating under temporary
1 17 rules, the rules may be amended or repealed, or
1 18 permanent rules may be adopted, by a constitutional
1 19 majority of the senators. After adoption of permanent
1 20 rules of the senate during any general assembly, the
1 21 rules may be amended or repealed by a constitutional
1 22 majority of the senators voting on a simple
1 23 resolution.
1 24 Rule 3
1 25 Rules of Parliamentary Procedure
1 26 In cases not covered by senate rules or joint
1 27 rules, Mason's Manual of Legislative Procedure shall
1 28 govern.
1 29 Rule 4
1 30 Sessions of the General Assembly
2 1 The election of officers, organization, hiring and
2 2 compensation of employees, and committees of the
2 3 senate shall carry over from the first to the second
2 4 regular sessions and to any extraordinary sessions of
2 5 the same general assembly.
2 6 All bills and resolutions introduced in the first
2 7 regular session of a general assembly which are not
2 8 withdrawn, lost, or indefinitely postponed shall carry
2 9 over into the second regular session and to any
2 10 extraordinary session of the same general assembly.
2 11 Appointments received from the governor for senate
2 12 confirmation during any session of a general assembly
2 13 shall be acted upon prior to adjournment of that
2 14 session as provided by section 2.32 of the Code.
2 15 Except as provided by this rule, upon the adjournment
2 16 of the first regular session and any extraordinary
2 17 session, each bill or resolution shall be
2 18 automatically referred back to the committee to which
2 19 it was originally assigned. The secretary of the
2 20 senate shall publish in the Journal a list of the
2 21 bills returned to committee under this rule. Within
2 22 seven days after the first committee meeting after the
2 23 convening of the second regular session, committees
2 24 shall either authorize the chair to refer such bills
2 25 and resolutions to a subcommittee for consideration,
2 26 indefinitely postpone further consideration of such
2 27 bills, or report them out to the floor and place them
2 28 on the calendar. If the subcommittee is different
2 29 than that appointed during the first session, the
2 30 committee chair shall report to the senate the bill or
3 1 resolution number and the names of the subcommittee
3 2 members.
3 3 Bills and resolutions which have been voted upon on
3 4 final passage by either house in any session shall
3 5 remain on the calendar in the same status as at the
3 6 end of the session at any subsequent regular or
3 7 extraordinary session.
3 8 Rule 5
3 9 Regular Order of Daily Business
3 10 The following order shall govern, subject to any
3 11 special order:
3 12 1. Correction of the journal.

3 13 2. Senators to be excused.
3 14 3. Communications to the Senate.
3 15 4. Introduction of bills and resolutions.
3 16 5. Consideration of senate calendar.
3 17 Rule 6
3 18 Senate Calendar
3 19 1. Each legislative day the secretary of the
3 20 senate shall prepare a listing of bills to be known as
3 21 the "Senate Calendar".
3 22 2. The senate calendar may contain a listing under
3 23 the category "Special Order" which shall be placed at
3 24 the head of the calendar. Bills in such category
3 25 shall be those which are specifically set for debate
3 26 by the majority leader with the consent of the senate
3 27 on a certain date and time. Bills shall be listed by
3 28 the secretary in numerical order.
3 29 3. The senate calendar shall include separate
3 30 listings for any bills and resolutions in the
4 1 following categories:
4 2 a. Conference Committee Report
4 3 b. Bills in Conference Committee
4 4 c. House Amendment to Senate Amendment to House
4 5 File
4 6 d. House Refuses to Concur in Senate Amendment to
4 7 House File
4 8 e. Senate Files Amended by the House
4 9 f. Unfinished Business
4 10 g. Motions to Reconsider
4 11 h. Administrative Rules Nullification Resolutions
4 12 i. Veto Messages from the Governor
4 13 4. The secretary shall list bills and resolutions
4 14 in the above categories in numerical order. Upon
4 15 their first publication in the calendar, bills and
4 16 resolutions in the above categories may be called up
4 17 for debate at any time by the majority leader.
4 18 Motions to reconsider shall be called up as provided
4 19 by Rule 24.
4 20 5. The senate calendar shall include a listing of
4 21 senate appropriations committee bills and bills
4 22 reported out by the senate appropriations committee.
4 23 The list shall be known as the "Appropriations
4 24 Calendar". The secretary shall list the bills in
4 25 numerical order. Upon their first publication in the
4 26 calendar, bills on the appropriations calendar may be
4 27 called up for debate at any time by the majority
4 28 leader provided they are eligible under Rule 8.
4 29 6. The senate calendar shall include a listing of
4 30 bills which pertain to the levy, assessment or
5 1 collection of taxes sponsored by or initially assigned
5 2 to and reported out by the senate ways and means
5 3 committee. The list shall be known as the "Ways and
5 4 Means Calendar". The secretary shall list the bills
5 5 in numerical order. Upon their first publication in
5 6 the calendar, bills on the ways and means calendar may
5 7 be called up for debate at any time by the majority
5 8 leader provided they are eligible under Rule 8.
5 9 7. The senate calendar shall include a list of
5 10 bills and resolutions, known as the "Regular
5 11 Calendar", which shall consist of bills and
5 12 resolutions reported out by a senate committee. The
5 13 bills and resolutions reported out each day shall be
5 14 listed in numerical order. Priority shall be given to
5 15 senate over house bills and resolutions. Upon their
5 16 first publication in the calendar, bills on the
5 17 regular calendar may be called up for debate at any
5 18 time by the majority leader, provided they are
5 19 eligible under Rule 8.
5 20 A bill reported out of committee which is
5 21 subsequently referred to the ways and means or
5 22 appropriations committee and then reported out of that
5 23 committee, shall be returned to the regular calendar
5 24 in numerical order.
5 25 8. The senate calendar shall include a listing of
5 26 the governor's appointees to state boards,
5 27 commissions, and other offices requiring senate
5 28 confirmation. This listing shall be known as the
5 29 "Confirmation Calendar". Names on the confirmation
5 30 calendar may be called up for confirmation at any time
6 1 by the majority leader provided they are eligible
6 2 under rule 59.
6 3 9. The majority leader, or in the absence of the

6 4 majority leader the assistant majority leaders, may
6 5 select from among the bills on the previous
6 6 legislative day's Senate calendar and from the bills
6 7 selected create a new listing which shall be known as
6 8 the "Debate Calendar". The debate calendar shall list
6 9 bills as the majority leader expects to take them up.
6 10 A bill or resolution on the debate calendar may be
6 11 debated only when eligible under Rule 8.

6 12 10. The majority leader, or in the absence of the
6 13 majority leader the assistant majority leaders, may
6 14 create a list of bills or resolutions about which no
6 15 controversy is believed to exist which shall be known
6 16 as the "Proposed Noncontroversial Calendar". Bills or
6 17 resolutions included on this listing may be debated at
6 18 any time upon being called up for debate by the
6 19 majority leader. Any bill or resolution which
6 20 appeared on the previous day's Senate calendar may be
6 21 placed by any senator on the proposed noncontroversial
6 22 calendar, which shall be published. Any bill or
6 23 resolution on the proposed noncontroversial calendar
6 24 shall be stricken from the list if any senator files a
6 25 written objection with the secretary of the senate on
6 26 the first or second legislative day after it appears
6 27 on the proposed noncontroversial calendar. Any bill
6 28 stricken from the proposed noncontroversial calendar
6 29 shall be returned to its former place on the Senate
6 30 calendar. The secretary shall prepare the
7 1 noncontroversial calendar which shall consist of all
7 2 bills or resolutions on the proposed noncontroversial
7 3 calendar to which no objection was received.

7 4 11. If the senate shall not be in session on a day
7 5 assigned in paragraphs nine and ten for action upon a
7 6 calendar, such assigned action shall occur on the next
7 7 succeeding legislative day.

7 8 12. On any bill called up for debate from any
7 9 calendar, debate may continue from day to day until it
7 10 is adopted, fails, or is postponed or deferred. If
7 11 further debate is postponed or deferred without a time
7 12 to continue being set, except for bills on the debate
7 13 calendar, the bill shall be listed as unfinished
7 14 business. Bills which are returned to the committee
7 15 of first referral or to a different committee after
7 16 being considered by the senate and classified as
7 17 unfinished business shall be returned to the
7 18 unfinished business calendar by that committee when
7 19 the bill is reported out of committee. The unfinished
7 20 business date on the calendar shall be the date on
7 21 which the bill was returned to committee. Bills on
7 22 the debate calendar upon which further debate is
7 23 postponed or deferred without a time to continue being
7 24 set shall return to the regular calendar.

7 25 Rule 7

7 26 Steering Committee

7 27 The senate may authorize the appointment of a
7 28 steering committee. The majority leader shall appoint
7 29 the majority party members to the steering committee.
7 30 The minority leader shall appoint the minority party
8 1 members to the steering committee. The function of
8 2 the steering committee shall be to create its own
8 3 calendar from the bills and resolutions on the regular
8 4 calendar. Bills and resolutions on the steering
8 5 committee calendar shall have priority over bills and
8 6 resolutions on all other calendars, except the
8 7 appropriations calendar.

8 8 Rule 8

8 9 When Eligible for Consideration

8 10 Bills, resolutions, and appointments shall be
8 11 eligible for consideration by the senate as follows:

8 12 1. An appointment by the governor which requires
8 13 senate confirmation shall be eligible on the
8 14 legislative day after it is first printed in the
8 15 senate calendar as provided by Rule 59.

8 16 2. A house or individually sponsored bill or
8 17 resolution reported out by a committee shall be
8 18 eligible on the legislative day after it is first
8 19 printed in the senate calendar.

8 20 3. A committee bill or resolution sponsored by the
8 21 appropriations committee shall be eligible on the
8 22 legislative day after it is first printed in the
8 23 senate calendar.

8 24 4. Any committee bill or resolution, other than a

8 25 bill or resolution sponsored by the appropriations
8 26 committee, shall be eligible on the third legislative
8 27 day it is printed in the senate calendar.

8 28 5. A bill that has been reported out to the senate
8 29 calendar, referred to a different committee and
8 30 reported out by that committee is eligible for
9 1 consideration by the senate on the day it would have
9 2 been eligible under subsection 2, 3, or 4, whichever
9 3 is applicable, as if the bill had been printed in the
9 4 calendar after having been reported out by the first
9 5 committee.

9 6 6. Any bill or resolution placed on the steering
9 7 committee calendar is eligible for consideration on
9 8 the day of its placement on that calendar.

9 9 When a bill or resolution on the calendar is not
9 10 yet eligible, the date when it will become eligible
9 11 shall be printed in the calendar.

9 12 Rule 9
9 13 Debate and Decorum

9 14 Before addressing the senate, the senator shall
9 15 request recognition by depressing the "speak" device
9 16 and, when recognized, rise and respectfully address
9 17 the chair.

9 18 The senator shall confine all remarks to the
9 19 question under debate and shall avoid discussing
9 20 personalities or implication of improper motives. No
9 21 questions except by the senator recognized shall be
9 22 entertained after a senator is recognized to give
9 23 final remarks.

9 24 Rule 10
9 25 Point of Personal Privilege

9 26 A point of personal privilege shall only be
9 27 recognized when there is no motion pending or other
9 28 business being considered by the senate. Points of
9 29 personal privilege shall not be in order during the
9 30 time when appropriation subcommittees are scheduled to
10 1 meet. Senators speaking on a point of personal
10 2 privilege shall be limited to ten minutes.

10 3 Rule 11
10 4 Introduction and Presentation of Guests

10 5 Only former members of the senate and former and
10 6 present members of Congress shall be presented to the
10 7 senate, except that the president of the senate may
10 8 present a visitor whose presence is of special
10 9 significance to the senate. The presence of school
10 10 groups accompanied by school officials shall be
10 11 announced by the president of the senate and shall be
10 12 recorded in the journal upon written request of a
10 13 member of the senate.

10 14 Rule 12
10 15 Form and Withdrawal of Motions, Amendments and Signatures

10 16 Motions need not be in writing unless required by
10 17 the president or by the senate. No motion requires a
10 18 second. Any amendment, motion (including a motion to
10 19 reconsider), or resolution may be withdrawn by the
10 20 mover if it has not been amended by the senate and if
10 21 no amendment is pending. All amendments to bills,
10 22 resolutions, and reports shall be in writing and filed
10 23 before being acted upon by the senate.

10 24 No amendment, resolution, bill, or conference
10 25 committee report shall be considered by the senate
10 26 without a copy of the amendment, resolution, bill, or
10 27 conference committee report being on the desks of the
10 28 entire membership of the senate prior to
10 29 consideration. However, after the fourteenth week of
10 30 the first session and the twelfth week of the second
11 1 session, amendments and senate resolutions may be
11 2 considered by the senate without a copy of the
11 3 amendment or senate resolution being on the desks of
11 4 the entire membership of the senate if a copy of the
11 5 amendment or senate resolution is made available to
11 6 the entire membership of the senate electronically.
11 7 Such consideration shall be deferred until a copy of
11 8 the amendment or senate resolution is on the desks of
11 9 the entire membership of the senate upon the request
11 10 of any senator.

11 11 All amendments, reports, petitions or other
11 12 documents requiring a signature shall have the name
11 13 typed printed under the place for the signature. Once
11 14 a signature is affixed and the document containing the
11 15 signature filed with the recording clerk in the well,

11 16 that signature shall not be removed.
11 17 When an amendment to a main amendment is filed that
11 18 would negate the effect of the main amendment and
11 19 thereby leave the bill unchanged, the presiding
11 20 officer shall have the authority to declare the
11 21 amendment to the main amendment out of order, subject
11 22 to an appeal to the full senate.
11 23 When a house amendment to a senate file is before
11 24 the senate, an amendment to the house amendment shall
11 25 be considered an amendment in the first degree.
11 26 Regardless of its origin, an amendment in the third
11 27 degree shall be ruled out of order.
11 28 When a ruling on germaneness is issued by the
11 29 presiding officer, it shall be accompanied by an
11 30 explanation of the ruling.

12 1 Rule 13
12 2 Order and Precedence of Motions and Amendments
12 3 When a question is under debate, no motion shall be
12 4 received but to adjourn, to recess, questions of
12 5 privilege, to lay on the table, for the previous
12 6 question, to postpone to a day certain, to refer, to
12 7 amend, to postpone indefinitely, to defer, or
12 8 incidental motions. A substitute is not in order
12 9 unless it is in the form of a motion to substitute.
12 10 Such motions shall have precedence in the order in
12 11 which they are named. No motion to postpone to a day
12 12 certain, to refer, or postpone indefinitely, being
12 13 decided, shall be again allowed on the same day with
12 14 regard to the same question. A motion to strike out
12 15 the enacting clause of a bill shall have precedence
12 16 over all amendments and, if carried, shall be
12 17 considered equivalent to the rejection of the bill.
12 18 A motion to strike everything after the enacting
12 19 clause has precedence over a committee amendment and
12 20 all other amendments except one to strike the enacting
12 21 clause. A committee amendment has precedence over all
12 22 other amendments except as provided in this rule.
12 23 A motion to rerefer a bill to committee may specify
12 24 when the committee shall report the bill to the
12 25 senate. If the motion is adopted in such form, the
12 26 committee must report the bill by the date and time
12 27 specified with or without recommendation or the bill
12 28 shall automatically be returned to the calendar. When
12 29 the bill is returned to the calendar, it shall occupy
12 30 the same position it occupied at the time the bill was
13 1 rereferred to the committee. If the committee to
13 2 which the bill is rereferred submits an amendment in
13 3 its report, that committee amendment shall take
13 4 precedence over other amendments except if that
13 5 committee amendment is in conflict with amendments
13 6 previously adopted, the committee amendment shall not
13 7 be considered until consideration of motions to
13 8 reconsider the previously adopted amendments result in
13 9 removing the conflict. A committee may not file an
13 10 amendment to a bill unless the bill is in the
13 11 committee's possession.

13 12 Rule 14
13 13 MOTIONS BEFORE THE SENATE
13 14 Motions before the senate shall be displayed on the
13 15 electronic voting system display boards.

13 16 Rule 15
13 17 Nondebatable Motions
13 18 The following motions are not debatable:
13 19 Adjourn
13 20 Recess
13 21 Call of the Senate
13 22 Lay on Table or Take from Table
13 23 Previous Question
13 24 Reconsider vote by which bill was placed on last reading.
13 25 A Motion to Reconsider and Lay the Motion to Reconsider
13 26 on the Table (Double-barreled Motion).

13 27 Rule 16
13 28 Division of the Question
13 29 Any senator may call for a division of a question,
13 30 which shall be divided if it includes propositions so
14 1 distinct that if one is taken away, a substantive
14 2 proposition shall remain in a technically proper form
14 3 for the decision of the senate. A motion to strike
14 4 out and insert is indivisible; but a motion to strike
14 5 out, if lost, shall not preclude amendments to the
14 6 matter attempted to be stricken or a motion to strike

14 7 out and insert.

14 8 Rule 17

14 9 The Previous Question

14 10 The previous question shall be in this form:
14 11 "Shall debate be closed on the pending question?" A
14 12 motion for the previous question may be adopted by a
14 13 majority of the senators present and voting. Its
14 14 effect shall be to put an end to debate and bring the
14 15 senate to a direct vote upon the pending question.
14 16 However, any senator who has not previously spoken on
14 17 the pending question and who, after the main question
14 18 is taken up and before the motion for the previous
14 19 question has been made, requested recognition by
14 20 depressing the "speak" device may speak no longer than
14 21 five minutes on the pending question. If action on
14 22 the pending question continues into another
14 23 legislative day or is deferred, the previous question
14 24 shall apply and the requests to be recognized shall be
14 25 honored.

14 26 When the motion applies to an amendment, the
14 27 senator proposing the amendment shall have five
14 28 minutes to close debate on the amendment.

14 29 The senator handling the measure under
14 30 consideration shall have ten minutes to close debate
15 1 on the main question.

15 2 Rule 18

15 3 Call of the Senate

15 4 Ten senators may file in writing a call of the
15 5 senate on any single item of legislative business. A
15 6 call of the senate requires the presence of every
15 7 senator and is in order at any time prior to the vote
15 8 being announced by the president. The
15 9 sergeant-at-arms shall return promptly all absent
15 10 senators. Debate on the item may continue while
15 11 absent senators are returning, but no vote on the item
15 12 is in order on it until all have returned. Adoption
15 13 of a motion to recess or adjourn to a specific time
15 14 will not lift the call. The call may be lifted, or a
15 15 senator may be excused from the call without lifting
15 16 the call, by a vote of a constitutional majority of
15 17 the senators. Those senators excused prior to the
15 18 filing of the call are excused from the call.

15 19 Rule 19

15 20 Committee of the Whole

15 21 The senate may resolve itself into a committee of
15 22 the whole senate when it wishes to permit more free
15 23 and informal discussion. Persons other than senators
15 24 may appear and present information.

15 25 Any senator may move "that the senate now resolve
15 26 itself into a committee of the whole to consider" a
15 27 stated subject.

15 28 The president of the senate shall be chair of the
15 29 committee of the whole unless otherwise ordered by the
15 30 senate.

16 1 The procedure in committee of the whole is subject
16 2 to the rules of the senate. The previous question and
16 3 the motion to reconsider shall be in order.

16 4 The committee of the whole cannot take any final
16 5 action and its power is limited to recommendation to
16 6 the senate. The proceedings of the committee of the
16 7 whole, including any roll call vote, shall be printed
16 8 in the journal.

16 9 Any senator may at any time, except while voting or
16 10 while a senator has the floor, move that "the
16 11 committee rise" which is equivalent to a motion to
16 12 adjourn.

16 13 After adoption of the motion to rise, the chair may
16 14 report to the senate in the same manner as other
16 15 committee reports are given.

16 16 Rule 20

16 17 Last Reading and Passage of Bills

16 18 When a motion to place a bill on its last reading
16 19 is lost, the same motion shall be in order at any
16 20 later time. After the last reading of a bill, no
16 21 amendment shall be received. The vote on final
16 22 passage shall be taken immediately without debate.

16 23 Rule 21

16 24 Engrossment of Bills

16 25 An engrossment is a proofreading and verification
16 26 in order to be certain that a bill before the senate
16 27 is identical with the original bill as introduced with

16 28 all amendments which have been adopted correctly
16 29 inserted.

16 30 In an engrossed bill, all obvious typographical,
17 1 spelling or other clerical errors are corrected and
17 2 section or paragraph numbers and internal references
17 3 are changed as required to conform the original bill
17 4 to any amendments which have been adopted. All such
17 5 corrections or changes shall be reported in the
17 6 journal by the secretary of the senate. The engrossed
17 7 bill shall be placed in the bill file with the
17 8 original bill and amendments.

17 9 Rule 22

17 10 Manner of Voting

17 11 On voice vote, the question shall be distinctly put
17 12 in this form: "Those in favor of (the question) say
17 13 "aye"." "Those opposed to (the question) say "no"."

17 14 A non-record or record roll call vote may be
17 15 requested by any senator or ordered by the president
17 16 any time before the results are announced. A
17 17 non-record roll call shall be requested by asking for
17 18 a "division". A record roll call shall be requested
17 19 by asking for a "record". Upon request for a
17 20 non-record or record roll call vote, the president
17 21 shall announce that such a non-record or record roll
17 22 call vote has been requested and shall state the
17 23 question to be put to the senate. The president then
17 24 shall direct the secretary of the senate to receive
17 25 the votes.

17 26 Senators present may cast their votes, either by
17 27 operating the voting mechanism located at their
17 28 assigned desk or by signaling the president if they
17 29 are unable to vote at their assigned desk. The
17 30 president shall enter the votes of senators signaling
18 1 their votes.

18 2 After sufficient time has elapsed for all senators
18 3 present to record their votes, the president shall
18 4 direct the secretary of the senate to close the voting
18 5 system. The president shall still enter the senators'
18 6 votes at any time prior to directing the secretary of
18 7 the senate to lock the voting system. The president
18 8 shall then immediately announce the vote.

18 9 During a non-record or record roll call vote, both
18 10 individual votes and vote totals shall be indicated
18 11 openly on the display boards. On non-record roll
18 12 calls, only vote totals shall be printed in the
18 13 journal.

18 14 In the event the electronic voting system is not in
18 15 operating order, the president shall direct the
18 16 secretary of the senate to take the non-record or
18 17 record roll call by calling the names of the senators
18 18 in alphabetical order.

18 19 Rule 23

18 20 Duty of Voting

18 21 Every senator present when a question is put shall
18 22 vote "aye", "no" or "present" unless previously
18 23 excused by the senate. Upon demand being made by any
18 24 senator, the secretary of the senate shall call in
18 25 alphabetical order the names of the senators not
18 26 voting or voting "present". Those senators called
18 27 shall vote "aye" or "no" unless the senator states a
18 28 personal interest in the question or concludes that he
18 29 or she should not vote under the senate code of
18 30 ethics.

19 1 Rule 24

19 2 Reconsideration

19 3 When a main motion has been decided by the senate,
19 4 any senator having voted on the prevailing side may
19 5 move to reconsider the vote on the same or next
19 6 legislative day. Motions to reconsider the vote on a
19 7 bill or resolution shall be in writing and filed with
19 8 the secretary of the senate.

19 9 Notwithstanding any time limitations applicable to
19 10 motions to reconsider main motions, a motion to
19 11 reconsider the vote on an amendment may be made at any
19 12 time before final disposition of the motion to be
19 13 amended. Such motion shall be in writing and filed
19 14 with the secretary of the senate. A motion to
19 15 reconsider an amendment to a main motion shall be
19 16 taken up for consideration only prior to the
19 17 disposition of the main motion or upon reconsideration
19 18 of the main motion.

19 19 A constitutional majority by a record roll call is
19 20 necessary to reconsider a bill or joint resolution.
19 21 During three legislative days from the date the motion
19 22 to reconsider a bill or resolution is filed, only the
19 23 mover may call it up. Thereafter, any senator may
19 24 call up the motion. If a date for adjournment has
19 25 been set by resolution of the senate, any senator may
19 26 call up a motion to reconsider at any time within
19 27 three days prior to the date set for adjournment.

19 28 If the motion to reconsider a bill or resolution
19 29 prevails, motions to reconsider amendments thereto
19 30 shall be in order and shall be disposed of without
20 1 delay.

20 2 A motion that any action taken by the senate be
20 3 reconsidered and the motion to reconsider be laid upon
20 4 the table shall be a single and indivisible motion,
20 5 known as the double-barreled motion, which, if
20 6 carried, shall have the effect of preventing
20 7 reconsideration unless a motion to take from the table
20 8 prevails. A constitutional majority is necessary for
20 9 the double-barreled motion to prevail on a bill or
20 10 joint resolution. The double-barreled motion can only
20 11 be made from the floor after the vote is announced and
20 12 the member who moved the final reading shall have
20 13 priority in making it.

20 14 A motion to reconsider and lay on the table shall
20 15 have priority over a motion to reconsider if they are
20 16 both filed on the same legislative day.

20 17 In the event that a motion to reconsider is pending
20 18 at the end of the first session or any extraordinary
20 19 session of any general assembly, or the general
20 20 assembly adjourns sine die, and the motion has not
20 21 been voted upon by the senate, it shall be determined
20 22 to have failed.

20 23 Rule 25

20 24 Suspension of Rules and Taking from Table

20 25 No standing rule or rules incorporated by reference
20 26 under Rule 3 or order of the senate shall be rescinded
20 27 or suspended, nor shall any matter, tabled upon
20 28 motion, be taken up, except by an affirmative vote of
20 29 a constitutional majority of the senate.

20 30 INTRODUCTION AND FORM OF BILLS

21 1 Rule 26

21 2 Time and Method of Introducing Bills and Amendments

21 3 All bills to be introduced in the senate shall be
21 4 typed in proper form by the legislative services
21 5 agency and shall be filed with the recording clerk.

21 6 All amendments shall be typed in proper form and
21 7 filed with the recording clerk not later than 4:30
21 8 p.m., or adjournment, whichever is later, in order to
21 9 be listed in the following day's clip sheet.

21 10 An "impact amendment" is an amendment which
21 11 reasonably could have an annual effect of at least one
21 12 hundred thousand dollars or a combined total effect
21 13 within five years after enactment of five hundred
21 14 thousand dollars or more on the aggregate revenues,
21 15 expenditures or fiscal liability of the state or its
21 16 subdivisions.

21 17 An impact amendment to a bill which has been on the
21 18 special order calendar for at least three full
21 19 legislative days prior to its consideration shall not
21 20 be taken up by the senate unless:

21 21 1) a fiscal note is attached, and the amendment is
21 22 filed at least one legislative day prior to the date
21 23 set for consideration of the bill; or

21 24 2) the amendment is an appropriation or other
21 25 measure where the total effect is stated in dollar
21 26 amounts.

21 27 Rule 27

21 28 Limit on Introduction of Bills

21 29 No bill or joint resolution, except bills and joint
21 30 resolutions cosponsored by the majority and minority

22 1 floor leaders, or companion bills and joint
22 2 resolutions sponsored by the majority floor leaders of
22 3 both houses, shall be introduced in the senate after
22 4 4:30 p.m. on Friday of the sixth week of the first
22 5 regular session of a general assembly unless a formal
22 6 request for drafting the bill has been filed with the
22 7 legislative services agency before that time. After
22 8 adjournment of the first regular session, bills may be
22 9 prefiled at any time before the convening of the

22 10 second regular session. No bill shall be introduced
22 11 after 4:30 p.m. on Friday of the second week of the
22 12 second regular session of a general assembly unless a
22 13 formal request for drafting the bill has been filed
22 14 with the legislative services agency before that time.
22 15 However, standing committees may introduce bills and
22 16 joint resolutions at any time. A bill which relates
22 17 to departmental rules sponsored by the administrative
22 18 rules review committee and approved by a majority of
22 19 the members of the committee in each house may be
22 20 introduced at any time and must be referred to a
22 21 standing committee which must take action on the bill
22 22 within three weeks. Senate and concurrent resolutions
22 23 may be introduced at any time.

22 24 No bill, joint resolution, concurrent resolution or
22 25 senate resolution shall be introduced at any
22 26 extraordinary session unless sponsored by a standing
22 27 committee, the majority and minority floor leaders, or
22 28 the committee of the whole.

22 29 Rule 28
22 30 Introduction, Reading and Form of Bills and Resolutions

23 1 Every senate bill and resolution shall be
23 2 introduced by one or more senators or by any standing
23 3 committee of the senate and shall at once be given its
23 4 first reading.

23 5 If the senate is in session when a bill or
23 6 resolution is introduced, the first reading shall
23 7 consist of reading its file number, the title and
23 8 sponsor of the bill. If the senate is not in session
23 9 but a journal is published for the day, the first
23 10 reading shall consist of a journal entry of the bill's
23 11 file number, title, sponsor and the notation "Read
23 12 first time under Rule 28."

23 13 Any bill or resolution approved for introduction by
23 14 a standing committee during an interim period between
23 15 sessions of one General Assembly shall be introduced
23 16 without further action by the committee at the next
23 17 succeeding regular session of the same General
23 18 Assembly and placed immediately upon the regular
23 19 calendar.

23 20 Every bill and resolution referred to committee
23 21 shall have received two readings before its passage.
23 22 The subject of every bill shall be expressed in its
23 23 title.

23 24 Rule 29
23 25 Explanations

23 26 No bill, except appropriation committee bills and
23 27 simple or concurrent resolutions, shall be introduced
23 28 unless a concise and accurate explanation is attached.
23 29 The chief sponsor or a committee to which the bill has
23 30 been referred may add a revised explanation at any
24 1 time before the last reading, and it shall be included
24 2 in the daily clip sheet.

24 3 Rule 30
24 4 Resolutions

24 5 A "senate resolution" is a resolution acted upon
24 6 only by the senate which ~~expresses sentiment or is~~
~~used for~~ relates to an accomplishment of national or
24 8 international status; the dedication of a day by a
24 9 statewide or national group; the one hundredth, one
24 10 hundred twenty-fifth, or one hundred fiftieth
24 11 anniversary of a local government or organization; the
24 12 recognition of state ties to other governments; the
24 13 retirement of a senator or long-time senate employee;
24 14 or to the appointment of special committees within the
24 15 senate. A senate resolution requires the affirmative
24 16 vote of a majority of the senators present and voting.
24 17 A senate resolution shall be filed with the secretary
24 18 of the senate. A senate resolution shall be printed
24 19 in the bound journal after its adoption and in the
24 20 daily journal upon written request to the secretary of
24 21 the senate by the sponsor of the resolution. Other
24 22 expressions of sentiment or recognition may be made
24 23 with the issuance of a certificate of recognition.

24 24 Rule 31
24 25 Nullification Resolutions

24 26 A nullification resolution may be introduced by a
24 27 standing committee, the administrative rules review
24 28 committee, or any member of the senate. A
24 29 nullification resolution introduced by the
24 30 administrative rules review committee or a member of

25 1 the senate shall be referred to the same standing
25 2 committee it would be referred to if it was a bill.
25 3 Any nullification resolution may be referred to the
25 4 administrative rules review committee by a majority
25 5 vote of the standing committee which introduced it or
25 6 to which it was referred. The administrative rules
25 7 review committee may seek an agreement with the
25 8 affected administrative agency wherein the agency
25 9 agrees to voluntarily rescind or modify a rule or
25 10 rules relating to the subject matter of the
25 11 nullification resolution. An agreement to voluntarily
25 12 rescind or modify an administrative agency rule shall
25 13 be in writing and signed by the chief administrative
25 14 officer of the administrative agency and a majority of
25 15 the administrative rules review committee members of
25 16 each house and shall be placed on file in the offices
25 17 of the chief clerk of the house, the secretary of the
25 18 senate and the secretary of state. If an agreement is
25 19 not reached, or the nullification resolution is not
25 20 approved by a majority of the administrative rules
25 21 review committee members of each house, within two
25 22 weeks of the date the resolution is referred to the
25 23 administrative rules review committee, the resolution
25 24 shall be placed on the calendar. If the nullification
25 25 resolution is approved by the administrative rules
25 26 review committee it shall be placed on the calendar.
25 27 A nullification resolution is subject to a motion to
25 28 withdraw the nullification resolution as provided in
25 29 rule 42.

25 30 A nullification resolution is debatable, but cannot
26 1 be amended on the floor of the senate.

26 2 Rule 32

26 3 Resolutions, Applicable Rules

26 4 All rules applicable to bills shall apply to
26 5 resolutions, except as otherwise provided in the
26 6 rules.

26 7 Rule 33

26 8 Study Bills

26 9 1. A study bill is any matter which a senator
26 10 wishes to have considered by a standing committee or
26 11 appropriations subcommittee for introduction as a
26 12 committee bill or resolution. The term "study bill"
26 13 includes "proposed bills" provided for in Rule 37 and
26 14 departmental requests prefiled in the manner specified
26 15 in section 2.16 of the Code.

26 16 2. A study bill shall bear the name of the member
26 17 who wishes to have the bill considered. A study bill
26 18 proposed by a state agency shall bear the name of the
26 19 agency. A committee chair may submit a study bill in
26 20 the name of that committee.

26 21 3. Upon first receiving a study bill from a
26 22 senator, a committee chairperson shall submit three
26 23 copies to the secretary of the senate. Study bills
26 24 received in the secretary of the senate's office
26 25 before 3:00 p.m. shall be filed, numbered, and
26 26 reported in the journal for that day. Study bills
26 27 received in the secretary of the senate's office after
26 28 3:00 p.m. shall be filed, numbered, and reported in
26 29 the journal for the subsequent day. The secretary
26 30 shall number such bills in consecutive order. The
27 1 secretary shall maintain a record of all study bills
27 2 and their assigned number. Committee records shall
27 3 refer to study bills by the number assigned by the
27 4 secretary.

27 5 4. The secretary shall file a report in the
27 6 journal of each study bill received. The report shall
27 7 show the study bill number, its title or subject
27 8 matter and the committee which is considering it. If
27 9 a study bill is referred to a subcommittee, then the
27 10 committee chairperson shall report in the journal the
27 11 names of the subcommittee members to which it is
27 12 assigned.

27 13 5. If a committee bill or resolution is introduced
27 14 which was not previously the subject of a study bill
27 15 in the sponsoring committee, the majority leader may
27 16 re=refer the bill back to the committee.

27 17 6. A study bill not prepared by the legislative
27 18 services agency may be submitted to a standing
27 19 committee, but shall not be considered by the full
27 20 committee unless reviewed and typed in proper form by
27 21 the legislative services agency.

27 22 COMMITTEES AND COMMITMENT

27 23 Rule 34

27 24 Committee Appointments

27 25 Committee appointments shall be made by the
27 26 majority leader for majority party members, after
27 27 consultation with the president, and by the minority
27 28 leader for minority party members, after consultation
27 29 with the president. No senator shall serve on more
27 30 than six standing committees. The majority leader,
28 1 after consultation with the president, shall designate
28 2 the chairperson and vice-chairperson of each standing
28 3 committee. The minority leader, after consultation
28 4 with the president, shall designate the ranking member
28 5 of each standing committee from the minority
28 6 membership of that committee.

28 7 Rule 35

28 8 Standing Committees

28 9 The names of the standing committees of the senate
28 10 shall be:

28 11 Agriculture
28 12 Appropriations
28 13 Commerce
28 14 Economic growth
28 15 Education
28 16 Environment/Energy Independence
28 17 Government oversight
28 18 Human resources
28 19 Judiciary
28 20 Labor & Business Relations
28 21 Local government
28 22 ~~Natural resources & Environment~~
28 23 Rebuild Iowa
28 24 Rules and administration
28 25 State government
28 26 Transportation
28 27 Veterans Affairs
28 28 Ways and means

28 29 Rule 36

28 30 Committee on Rules and Administration

29 1 The committee on rules and administration shall
29 2 recommend rules and rule changes to the senate, shall
29 3 hire senate employees, shall recommend salary scales
29 4 for all senate employees, and shall oversee senate
29 5 budget and administration matters.

29 6 The committee on rules and administration will
29 7 select, for senate approval, an individual to serve as
29 8 secretary of the senate.

29 9 Upon authorization being given by the committee on
29 10 rules and administration, the minority party members
29 11 of the committee will select, for senate approval, an
29 12 individual to serve as assistant parliamentarian.

29 13 The committee shall have the following standing
29 14 subcommittees:

- 29 15 1. Joint Rules
- 29 16 2. Senate Rules
- 29 17 3. Administrative Services
- 29 18 4. Caucus Services.

29 19 The majority leader shall serve as chair of the
29 20 rules and administration committee and as chair of the
29 21 standing subcommittee on caucus services. The
29 22 president of the senate shall serve as vice-chair of
29 23 the rules and administration committee, and as chair
29 24 of the subcommittee on administrative services.

29 25 Rule 37

29 26 Appropriations Committee

29 27 The appropriations committee shall receive bills
29 28 committed to it and shall assign each to one of the
29 29 appropriations subcommittees.

29 30 The appropriations subcommittees shall be named:

- 30 1 Administration & Regulation
- 30 2 Agriculture and Natural Resources
- 30 3 Economic Development
- 30 4 Education
- 30 5 Health and Human Services
- 30 6 Justice System
- 30 7 Transportation, Infrastructure & Capitals

30 8 The appropriations subcommittees shall receive
30 9 bills assigned to them or may originate proposed bills
30 10 within the subcommittee's jurisdiction as defined by
30 11 the appropriations committee for consideration by the
30 12 appropriations committee. Each subcommittee may

30 13 submit amendments to bills together with the
30 14 subcommittee's recommended action to the
30 15 appropriations committee.
30 16 If a bill or proposed bill is submitted to the
30 17 appropriations committee by an appropriations
30 18 subcommittee the appropriations committee may:
30 19 1. report the bill or approve the proposed bill
30 20 for introduction by the appropriations committee;
30 21 2. report the bill with any appropriations
30 22 committee-approved amendments incorporated;
30 23 3. draft a new bill for sponsorship by the
30 24 appropriations committee and report it; or
30 25 4. re-refer it together with the appropriations
30 26 committee's objections to the appropriations
30 27 subcommittee from which it was originally referred or
30 28 which originated the draft bill.

30 29 The appropriations committee and subcommittees may
30 30 meet jointly with the appropriations committee of the
31 1 house of representatives.

31 2 Rule 38

31 3 First Reading and Commitment

31 4 Upon the first reading of an individual bill or
31 5 resolution, or a house committee bill or resolution,
31 6 the president shall refer the bill or resolution to an
31 7 appropriate standing committee unless otherwise
31 8 ordered by the senate. If the bill or resolution is a
31 9 senate committee bill or resolution, the president
31 10 shall place it on the calendar after its first
31 11 reading. If the subject of the bill or resolution is
31 12 not germane to the title of the committee presenting
31 13 it, the president of the senate may refer it to a
31 14 committee deemed appropriate.

31 15 All bills carrying an appropriation for any purpose
31 16 or involving the expenditure of state funds shall be
31 17 referred to the committee on appropriations.

31 18 All bills pertaining to the levy, assessment or
31 19 collection of taxes or fees shall be referred to the
31 20 committee on ways and means.

31 21 Any bill which provides for a new state board,
31 22 commission, agency or department or makes separate or
31 23 autonomous an existing state board, commission, agency
31 24 or department, shall be referred to the committee on
31 25 state government. If the bill or resolution is so
31 26 referred after being sponsored or reported out by
31 27 another committee, and if the committee on state
31 28 government does not report out the bill or resolution
31 29 within ten legislative days after referral, the bill
31 30 or resolution shall automatically be restored to the
32 1 calendar with the same priority it had immediately
32 2 before referral.

32 3 This rule shall also apply when such provisions are
32 4 added to a bill or resolution by amendment adopted by
32 5 the senate.

32 6 Rule 39

32 7 Rules for Standing Committees

32 8 The following rules shall govern all standing
32 9 committees of the senate. Any committee may adopt
32 10 additional rules which are consistent with these
32 11 rules:

32 12 1. A majority of the members shall constitute a
32 13 quorum.

32 14 2. The chair of a committee shall refer each bill
32 15 and resolution to a subcommittee within seven days
32 16 after the bill or resolution has been referred to the
32 17 committee. The chair may appoint subcommittees for
32 18 study of bills and resolutions without calling a
32 19 meeting of the committee, but the subcommittee must be
32 20 announced at the next meeting of the committee. No
32 21 bill or resolution shall be reported out of a
32 22 committee until the next meeting after the
32 23 subcommittee is announced, except that the chair of
32 24 the appropriations committee may make the announcement
32 25 of the assignment to a subcommittee by placing a
32 26 notice in the journal. Any bill so assigned by the
32 27 appropriations committee chair shall be eligible for
32 28 consideration by the committee upon report of the
32 29 subcommittee but not sooner than three legislative
32 30 days following the publication of the announcement in
33 1 the journal.

33 2 When a bill or resolution has been assigned to a
33 3 subcommittee, the chair shall report to the senate the

33 4 bill or resolution number and the names of the
33 5 subcommittee members and such reports shall be
33 6 reported in the journal. Subcommittee assignments
33 7 shall be reported to the journal daily. Reports filed
33 8 before 3:00 p.m. shall be printed in the journal for
33 9 that day; reports filed after 3:00 p.m. shall be
33 10 printed in the journal for the subsequent day.

33 11 Where standing subcommittees of any committee have
33 12 been named, the names of the members and the title of
33 13 the subcommittee shall be published once and
33 14 thereafter publication of assignments may be made by
33 15 indicating the title of the subcommittee.

33 16 3. No bill or resolution shall be considered by a
33 17 committee until it has been referred to a subcommittee
33 18 and the subcommittee has made its report unless
33 19 otherwise ordered by a majority of the members.

33 20 4. The rules adopted by a committee, including
33 21 subsections 2, 3, 9, 10, 11, and 12 of this rule, may
33 22 be suspended by an affirmative vote of a majority of
33 23 the members of the committee.

33 24 5. The affirmative vote of a majority of the
33 25 members of a committee is needed to sponsor a
33 26 committee bill or resolution or to report a bill or
33 27 resolution out for passage.

33 28 6. The vote on all bills and resolutions shall be
33 29 by roll call unless a short-form vote is unanimously
33 30 agreed to by the committee. A record shall be kept by
34 1 the secretary.

34 2 7. No committee, except a conference committee or
34 3 the steering committee, is authorized to meet when the
34 4 senate is in session.

34 5 8. A subcommittee shall not report a bill to the
34 6 committee unless the bill has been typed into proper
34 7 form by the legislative services agency.

34 8 9. A bill or resolution shall not be voted upon
34 9 the same day a public hearing called under subsection
34 10 10 is held on that bill or resolution.

34 11 10. Public hearings may be called at the
34 12 discretion of the chair. The chair shall call a
34 13 public hearing upon the written request of one-half
34 14 the membership of the committee. The chair shall set
34 15 the time and place of the public hearing.

34 16 11. A subcommittee chair must notify the committee
34 17 chair not later than one legislative day prior to
34 18 bringing the bill or resolution before the committee.
34 19 The committee cannot vote on a bill or resolution for
34 20 at least one full day following the receipt of the
34 21 subcommittee report by the chairperson.

34 22 12. A motion proposing action on a bill or
34 23 resolution that has been defeated by a committee shall
34 24 not be voted upon again at the same meeting of the
34 25 committee.

34 26 13. Committee meetings shall be open.

34 27 Rule 40

34 28 Voting in Committee

34 29 All committee meetings shall be open at all times.
34 30 Voting by secret ballot is prohibited. Roll call
35 1 votes shall be taken in each committee when final
35 2 action on any bill or resolution is voted, unless a
35 3 short-form vote is unanimously agreed to by the
35 4 committee. A roll call vote also shall be taken in
35 5 each committee at the request of a member upon any
35 6 amendment or motion. All results shall be entered in
35 7 the minutes which shall be public records. Records of
35 8 these votes shall be made available by the chair or
35 9 the committee secretary at any time. This rule also
35 10 applies to the steering committee and appropriations
35 11 subcommittees.

35 12 The committee shall not authorize the introduction
35 13 of a committee bill or resolution until the members
35 14 have received final copies of the bill or resolution
35 15 with amendments or changes incorporated, and typed
35 16 into proper form by the legislative services agency.
35 17 The committee may, by unanimous consent, dispense with
35 18 this requirement and instruct the legislative services
35 19 agency to file a report with the committee members
35 20 detailing the amendments or changes and this report
35 21 shall become a part of the committee report.

35 22 Rule 41

35 23 Announcement of Committee Meetings

35 24 It shall be in order for the chair of any committee

35 25 to announce to the senate the time and place of
35 26 committee meetings. The announcement shall include a
35 27 proposed agenda for the meeting. The sergeant-at-arms
35 28 shall post at the rear of the chamber the daily
35 29 schedule of committee meetings.

35 30 Rule 42

36 1 Withdrawal of Bills and Resolutions from Committee
36 2 The secretary of the senate shall note on each bill
36 3 and resolution the date of its reference to committee.
36 4 No bill or resolution shall be withdrawn from any
36 5 committee within fifteen legislative days after the
36 6 bill or resolution has been referred to the committee
36 7 and thereafter only upon written petition for the
36 8 withdrawal of such bill or resolution signed by a
36 9 constitutional majority of the senators, except as
36 10 provided in Rule 38. Only senators may circulate such
36 11 a petition.

36 12 Rule 43

36 13 Committee Reports

36 14 All committees shall file a report of committee
36 15 meetings. Such reports shall contain the following
36 16 information:

- 36 17 a. The time the meeting convened;
36 18 b. Those senators who were present and absent at
36 19 the time the meeting convened, as well as the time any
36 20 senator, who was not present at the time the meeting
36 21 convened, arrives for the meeting;
36 22 c. The vote on any bill or resolution reported out
36 23 of the committee for floor action;
36 24 d. The title of the bill;
36 25 e. The file number of the bill or resolution (if
36 26 known);
36 27 f. Whether the committee recommends that the bill
36 28 or resolution be passed, amended and passed,
36 29 indefinitely postponed, or considered without
36 30 committee recommendation;
37 1 g. An indication of other bills or matters
37 2 discussed;
37 3 h. Such other matters as the committee chair shall
37 4 direct; and
37 5 i. The time the meeting adjourned.
37 6 No committee report shall be read, but all
37 7 committee reports shall be printed in the journal.
37 8 Upon printing, all committee reports shall then stand
37 9 approved unless the senate directs otherwise.

37 10 Rule 44

37 11 Bills or Resolutions Recommended for Indefinite Postponement

37 12 No senate bill or resolution recommended for
37 13 indefinite postponement shall be considered in the
37 14 absence of the chief sponsor or, if a house bill or
37 15 resolution, in the absence of the senator representing
37 16 the district in which the sponsor resides. When a
37 17 question is postponed indefinitely, it shall not be
37 18 again acted upon during that session of the general
37 19 assembly.

37 20 GENERAL RULES

37 21 Rule 45

37 22 Access to Senate Chamber and Decorum

37 23 The persons who shall have access to the senate
37 24 chamber, and the times access shall be available, and
37 25 the rules governing activities in the chamber and
37 26 other areas controlled by the senate shall be as
37 27 prescribed by the rules and administration committee
37 28 pursuant to a written policy adopted by the committee
37 29 and filed with the secretary of the senate.

37 30 Rule 46

38 1 Legislative Interns and Aides

38 2 Legislative interns for senators shall be allowed
38 3 on the floor of the senate in accordance with Rule 45;
38 4 provided that each intern first has obtained a name
38 5 badge from the secretary of the senate. The secretary
38 6 of the senate shall issue an appropriate badge to all
38 7 interns for senators.

~~38 8 In addition, those persons designated as "aides to~~
~~38 9 senators" shall be allowed on the floor of the senate.~~
~~38 10 The secretary of the senate shall issue an appropriate~~
~~38 11 badge for such individuals.~~

38 12 Rule 47

38 13 Clearing of Lobby and Gallery

38 14 In case of disturbance or disorderly conduct in the
38 15 lobby or gallery, the presiding officer may order it

38 16 cleared.

38 17 Rule 48

38 18 Presentation of Petitions

38 19 Each petition shall contain a brief statement of
38 20 its subject matter and the name of the senator
38 21 presenting it. Petitions shall be filed with the
38 22 secretary of the senate and noted in the journal.

38 23 Rule 49

38 24 Distribution of Printed Material

38 25 No general distribution of printed material in the
38 26 senate shall be allowed unless authorized by the
38 27 secretary of the senate or by a senator.

38 28 Rule 50

38 29 Concerning the Printing of Papers

38 30 Any paper, other than that contemplated by Section
39 1 10, Article III of the Constitution of the State of
39 2 Iowa, presented to the senate may, with the consent of
39 3 a constitutional majority, be printed in the journal.

39 4 Rule 51

39 5 Reprinting of Documents

39 6 When any bill has been substantially amended by the
39 7 senate, the secretary of the senate shall order the
39 8 bill reprinted on paper of a different color. All
39 9 adopted amendments inserting new material shall be
39 10 distinguishable.

39 11 The secretary of the senate may order the printing
39 12 of a reasonable number of additional copies of bills,
39 13 resolutions, amendments or journals.

39 14 OFFICERS AND EMPLOYEES

39 15 Rule 52

39 16 Duties of the President

39 17 The senate shall elect, from its membership, a
39 18 president. The president shall call the senate to
39 19 order at the hour to which the senate is adjourned.
39 20 Unless otherwise ordered by the senate, the president
39 21 shall proceed with the regular order of daily
39 22 business. The president shall preserve order and
39 23 decorum and decide all questions of order and
39 24 corrections to the journal, subject to an appeal to
39 25 the senate. The president shall direct voting as
39 26 provided in rule 22. When a ruling on germaneness is
39 27 issued by the presiding officer, it shall be
39 28 accompanied by an explanation of the ruling. The
39 29 president of the senate shall be the chair of the
39 30 committee of the whole unless otherwise ordered by the
40 1 senate, under rule 19.

40 2 Upon the first reading of an individual bill or
40 3 resolution, or a house committee bill or resolution,
40 4 the president shall refer the bill or resolution to
40 5 the appropriate standing committee unless otherwise
40 6 ordered by the senate. If the bill or resolution is a
40 7 senate committee bill or resolution, the president
40 8 shall place it on the calendar after its first
40 9 reading. If the subject of the bill or resolution is
40 10 not germane to the title of the committee presenting
40 11 it, the president of the senate may refer it to the
40 12 appropriate committee.

40 13 The president shall sign legislative enactments
40 14 upon their enrolling.

40 15 The president of the senate shall serve as a member
40 16 of the legislative council and the senate rules and
40 17 administration committee. The president shall serve
40 18 on the rules and administration committee as chair of
40 19 the standing subcommittee designated to supervise the
40 20 secretary of the senate and other employees of the
40 21 administrative services division of the senate.

40 22 Rule 53

40 23 The President Pro Tempore

40 24 The senate shall elect, from its membership, a
40 25 president pro tempore. When the president is absent,
40 26 the president pro tempore shall preside, except when
40 27 the chair is filled by temporary appointment by the
40 28 president or the majority leader.

40 29 The president pro tempore, when presiding, shall
40 30 perform duties as prescribed in rule 52, paragraphs 1
41 1 and 2.

41 2 The president pro tempore shall serve as a member
41 3 of the legislative council and as a member of the
41 4 senate committee on rules and administration.

41 5 Rule 54

41 6 Secretary of the Senate

41 7 The secretary of the senate shall be an officer of
41 8 the senate and shall:

- 41 9 1. Serve as chief administrative officer of the
41 10 senate.
- 41 11 2. Have charge of the secretary's desk.
- 41 12 3. Be responsible for the custody and safekeeping
41 13 of all bills, resolutions, and amendments filed,
41 14 except while they are in the custody of a committee.
- 41 15 4. Have charge of the daily journal.
- 41 16 5. Have control of all rooms assigned for the use
41 17 of the senate.
- 41 18 6. Keep a detailed record of senate action on all
41 19 bills and resolutions.
- 41 20 7. Insert adopted amendments into bills before
41 21 transmittal to the house of representatives and prior
41 22 to final enrollment.
- 41 23 8. Prescribe the duties of and supervise all
41 24 senate employees.
- 41 25 9. Authorize all expenditures of funds within the
41 26 senate budget.

41 27 The secretary of the senate shall also act as
41 28 senate parliamentarian and shall:

- 41 29 1. Advise the presiding officer of the senate
41 30 about parliamentary procedures during deliberations of
42 1 the senate.
- 42 2 2. Perform other duties as prescribed by the
42 3 committee on rules and administration.
- 42 4 3. Process the handling of amendments when filed
42 5 and during the floor consideration of bills.

42 6 Rule 55

42 7 Legal Counsel

42 8 The legal counsel shall be a contractual employee
42 9 of the senate and shall:

- 42 10 1. Serve as attorney and counselor for the senate.
- 42 11 2. At the request of the majority and minority
42 12 leaders, research any legal issue in which the senate
42 13 has an interest. However, the legal counsel shall not
42 14 issue nor venture any opinions on unresolved questions
42 15 of law unless permitted by both the majority and
42 16 minority leaders.

42 17 Rule 56

42 18 Sergeant-at-Arms

42 19 The sergeant-at-arms shall be an employee of the
42 20 senate and shall:

- 42 21 1. Wear the appropriate badge of his or her
42 22 office.
- 42 23 2. Attend the senate during its sessions.
- 42 24 3. Aid in the enforcement of order under the
42 25 direction of the president of the senate and the
42 26 secretary of the senate.
- 42 27 4. Execute the commands of the senate.
- 42 28 5. See that no unauthorized person disturbs the
42 29 contents of the senators' desks.
- 42 30 6. Supervise the doorkeepers, the assistant
43 1 sergeant-at-arms, and pages.
- 43 2 7. Announce all delegations from the governor or
43 3 house.
- 43 4 8. Supervise the seating of visitors and press
43 5 representatives.

43 6 Rule 57

43 7 Senate Secretaries

43 8 Every senator shall be permitted to employ for each
43 9 session of a general assembly a personally selected
43 10 secretary.

43 11 Rule 58

43 12 Use of Electronic Voting System

43 13 Any officer or employee of the senate, other than a
43 14 duly elected member of the senate, who operates the
43 15 electronic voting machine mechanism located at the
43 16 desk of said member of the senate shall be subject to
43 17 immediate termination from employment. The provisions
43 18 of this paragraph only shall apply during the taking
43 19 of a record or non-record roll call vote utilizing the
43 20 electronic voting system.

43 21 CONFIRMATION OF APPOINTMENTS

43 22 Rule 59

43 23 Appointments

43 24 The secretary of the senate shall:

- 43 25 a. send, to each appointee submitted by the
43 26 governor for senate confirmation, a copy of a senate
43 27 questionnaire as approved by the rules and

43 28 administration committee;

43 29 b. receive completed questionnaires from
43 30 appointees and forward copies of the completed
44 1 questionnaires to appropriate committee members;

44 2 c. maintain "Confirmation Calendar" categories on
44 3 the senate calendar as directed under this rule,
44 4 senate rule 6, and by the committee on rules and
44 5 administration. No appointee shall be listed as
44 6 eligible on the confirmation calendar until the
44 7 secretary has received the appointee's completed
44 8 senate questionnaire.

44 9 As soon as possible after the convening of a
44 10 session, and again within one week following March 15,
44 11 the secretary of the senate shall publish in the
44 12 senate journal the names of all nominees submitted for
44 13 confirmation. The secretary of the senate shall
44 14 maintain a file of all appointments received from the
44 15 governor for confirmation. The file shall contain a
44 16 description of the duties and the compensation for
44 17 each nominee. The file shall show the date an
44 18 appointment was received from the governor, the date
44 19 the appointment was published in the journal, whether
44 20 the nominee has been introduced, whether a committee
44 21 report has been filed, when the senate questionnaire
44 22 was sent to the appointee, and shall include a copy of
44 23 the appointee's completed senate questionnaire, upon
44 24 receipt.

44 25 INVESTIGATING COMMITTEES. All appointments
44 26 received from the governor shall be referred to the
44 27 rules and administration committee by the secretary of
44 28 the senate on the same day they are published in the
44 29 senate journal. The rules and administration
44 30 committee shall establish an en bloc confirmation
45 1 calendar which must be filed with the secretary of the
45 2 senate. Within three (3) legislative days after
45 3 receiving an appointment, the committee shall either
45 4 place a nominee on the en bloc confirmation calendar
45 5 or assign the nominee to an appropriate standing
45 6 committee for further investigation, publishing notice
45 7 of such assignment in the senate journal for the next
45 8 legislative day. If the rules and administration
45 9 committee fails to take action on a nominee within the
45 10 three days, the nominee shall automatically be placed
45 11 on the en bloc confirmation calendar.

45 12 Within the three (3) legislative days after an
45 13 appointment has been referred to the rules and
45 14 administration committee, any ten senators may require
45 15 that the nominee be assigned to an appropriate
45 16 standing committee by filing a written, signed request
45 17 therefor with the chairperson of the rules and
45 18 administration committee. The committee chair shall
45 19 refer the appointment to a subcommittee within one (1)
45 20 legislative day after a standing committee receives an
45 21 appointment for further investigation, publishing
45 22 notice of such assignment in the senate journal for
45 23 the next legislative day. Within ten (10) legislative
45 24 days after a standing committee receives an
45 25 appointment for further investigation the subcommittee
45 26 shall file its report with the standing committee.

45 27 Within fourteen (14) legislative days after a
45 28 standing committee receives an appointment for further
45 29 investigation, the committee shall conduct an
45 30 investigation of the nominee and file its report
46 1 thereon with the secretary of the senate, who shall
46 2 then place the nominee on the en bloc calendar or
46 3 individual confirmation calendar as directed by the
46 4 committee. The failure of a committee to file its
46 5 report within the prescribed time means that the
46 6 nominee is to be automatically placed, without
46 7 recommendation, upon the individual confirmation
46 8 calendar.

46 9 Any individual nominated to head a department or
46 10 agency of state government, whose appointment is
46 11 subject to senate confirmation, must be introduced to
46 12 the full senate prior to a vote on confirmation of the
46 13 nominee. Additionally, any five (5) senators may
46 14 request that any nominee be introduced to the senate
46 15 by filing a written request with the secretary of the
46 16 senate within ten (10) legislative days of the
46 17 nominee's name appearing in the journal. Any
46 18 individual nominated to a position requiring senate

46 19 confirmation may request to be introduced to the full
46 20 senate by notifying the secretary of the senate at
46 21 least one (1) legislative day in advance of the
46 22 nominee's appearance. If an individual is nominated
46 23 both to fill a vacancy for an unexpired term and is
46 24 also nominated for reappointment to that position
46 25 during the same session, a single introduction is
46 26 sufficient for eligibility for confirmation to both
46 27 terms.

46 28 HEARINGS. Any member of a committee investigating
46 29 an appointment may, within five (5) legislative days
46 30 after the committee receives the appointment, obtain
47 1 a hearing with the nominee by filing a written request
47 2 with the secretary of the senate who shall forward it
47 3 to the chair of the standing committee and the chair
47 4 of the subcommittee. Notice of the hearing shall be
47 5 published in the journal at least two (2) legislative
47 6 days prior to the hearing. At the hearing, which
47 7 shall be before the subcommittee, the nominee may be
47 8 questioned as to his or her qualifications to fulfill
47 9 the office to which nominated and further questioned
47 10 as to his or her viewpoints on issues facing the
47 11 office to which nominated. Any senator may at the
47 12 discretion of the chair of the subcommittee be
47 13 permitted to submit oral questions. The public may, at
47 14 the discretion of the investigating committee, be
47 15 permitted to submit oral or written statements as to
47 16 the qualifications of the nominee.

47 17 Also, within five (5) legislative days after the
47 18 subcommittee receives an appointment for
47 19 investigation, any senator may submit written
47 20 questions to be answered by the nominee prior to
47 21 consideration of the nominee's confirmation by the
47 22 senate.

47 23 INFORMATIONAL MEETINGS. After a nominee has been
47 24 placed on the calendar and prior to the vote on
47 25 confirmation, any senator may request an informational
47 26 meeting on the nomination which shall be held before
47 27 the subcommittee.

47 28 VOTING ON CONFIRMATIONS. Upon the motion of the
47 29 majority leader or his or her designee, the nominees
47 30 on the en bloc confirmation calendar shall be
48 1 confirmed en bloc by the affirmative vote of
48 2 two-thirds of the members elected to the senate. The
48 3 journal shall reflect a single roll call accompanied
48 4 by a statement of the names of those individuals
48 5 subject to the en bloc confirmation vote.

48 6 Prior to an en bloc vote, any senator may request,
48 7 either in writing or from the floor, an individual
48 8 vote on any nominee on the en bloc confirmation
48 9 calendar. The senate shall vote separately on the
48 10 nominee.

48 11 Nominees on the individual confirmation calendar
48 12 shall be confirmed by a two-thirds vote; however, the
48 13 senate shall take a separate roll call on each
48 14 nominee, unless by unanimous consent, it determines to
48 15 take one vote on all nominees under consideration. In
48 16 any case, the journal shall reflect a single roll call
48 17 vote for each nominee.

48 18 If an individual is nominated both to fill a
48 19 vacancy for an unexpired term and is also nominated
48 20 for reappointment to that position, and such
48 21 appointment and reappointment appear on the senate
48 22 calendar as eligible at the same time, a single vote
48 23 is sufficient for confirmation to both terms.

48 24 Rule 60

48 25 Time of Committee Passage and Consideration of Bills

48 26 1. This rule does not apply to concurrent or
48 27 simple resolutions, joint resolutions nullifying
48 28 administrative rules, senate confirmations, bills
48 29 embodying redistricting plans prepared by the
48 30 legislative services agency pursuant to chapter 42, or
49 1 bills passed by both houses in different forms.
49 2 Subsection 2 of this rule does not apply to
49 3 appropriations bills, ways and means bills, legalizing
49 4 acts, administrative rules review committee bills,
49 5 bills sponsored by standing committees in response to
49 6 a referral from the president of the senate or the
49 7 speaker of the house of representatives relating to an
49 8 administrative rule whose effective date has been
49 9 delayed until the adjournment of the next regular

49 10 session of the general assembly by the administrative
49 11 rules review committee, bills cosponsored by the
49 12 majority and minority floor leaders of the senate,
49 13 bills in conference committee, and companion bills
49 14 sponsored by the majority floor leaders of both houses
49 15 after consultation with the respective minority floor
49 16 leaders. For the purposes of this rule, a joint
49 17 resolution is considered as a bill. To be considered
49 18 an appropriations or ways and means bill for the
49 19 purposes of this rule, the appropriations committee or
49 20 the ways and means committee must either be the
49 21 sponsor of the bill or the committee of first referral
49 22 in the senate.

49 23 2. To be placed on the calendar in the senate a
49 24 senate bill must be first reported out of a standing
49 25 committee by Friday of the ~~10th~~ 9th week of the first
49 26 session and the ~~6th~~ 8th week of the second session. A
49 27 house bill must be first reported out of a standing
49 28 committee by Friday of the 13th week of the first
49 29 session and the ~~9th~~ 11th week of the second session to
49 30 be placed on the senate calendar.

50 1 3. During the 11th week of the first session and
50 2 the ~~7th~~ 9th week of the second session, the senate
50 3 shall consider only bills originating in the senate
50 4 and unfinished business. During the 14th week of the
50 5 first session and the ~~10th~~ 12th week of the second
50 6 session, the senate shall consider only bills
50 7 originating in the house and unfinished business.
50 8 Beginning with the 15th week of the first session and
50 9 the ~~11th~~ 13th week of the second session, the senate
50 10 shall consider only bills passed by both houses, bills
50 11 exempt from subsection 2 and unfinished business.

50 12 4. A motion to reconsider filed and not disposed
50 13 of on an action taken on a bill or resolution which is
50 14 subject to a deadline under this rule may be called up
50 15 at any time before or after the day of the deadline by
50 16 the person filing the motion or after the deadline by
50 17 the majority floor leader, notwithstanding any other
50 18 rule to the contrary.

50 19 BE IT FURTHER RESOLVED, That should a system of
50 20 deadlines for the time of committee passage and
50 21 consideration of bills be adopted by joint action of
50 22 the senate and house at any time during the
50 23 ~~eighty-second~~ eighty-third general assembly, those
50 24 provisions shall supersede the provisions of rule 60.

50 25 SR 09:12/1/08

50 26 cc/cc/26